



## Community Development Block Grant – Public Facilities (CDBG–PF) Program

January 2014

## IMPLEMENTATION HANDBOOK

This Implementation Handbook has been created by the Bureau of Community Development for use by Department of Administration (DOA) CDBG-PF Grantees. The Bureau of Community Development resides within the Wisconsin Department of Administration's Division of Housing.

## **Table of Contents**

| INTRODUCTION                | Chapter 1  |
|-----------------------------|------------|
| ADMINISTRATIVE REQUIREMENTS | Chapter 2  |
| PROCUREMENT                 | Chapter 3  |
| ENVIRONMENTAL REVIEW        | Chapter 4  |
| ACQUISITION & RELOCATION    | Chapter 5  |
| EQUAL OPPORTUNITY           | Chapter 6  |
| LABOR STANDARDS             | Chapter 7  |
| FINANCIAL MANAGEMENT        | Chapter 8  |
| REPORTING                   | Chapter 9  |
| CLOSEOUT                    | Chapter 10 |
| SINGLE AUDIT                | Chapter 11 |

\*\*\* PLEASE NOTE: The term "Unit(s) of General Local Government" which is also referred to by its acronym "UGLG(s)", and the term "Grantee(s)" are used inter-changeably throughout this Implementation Handbook. \*\*\*